

*Report of the
University Librarian*

THE UNIVERSITY OF ALBERTA
1975~76

Cover: Rutherford North Library
The University of Alberta. Photograph, Roy Barter.

THE UNIVERSITY OF ALBERTA

REPORT

OF THE

UNIVERSITY LIBRARIAN

TO THE

PRESIDENT

*For the period
April 1, 1975 to March 31, 1976*

Edmonton, The University of Alberta



Mrs. W. J. Downs of the Friends of the University presenting Dr. Henry Kreisel with one of the books honoring retiring faculty.

Part I—General

Introduction

From the administrative point of view, the year 1975-76 may be regarded with some satisfaction as the Library opened with a degree of financial stability and administrative and technological maturity. In the past, the Library has been a victim of the vicissitudes of the University's budget and has not been able to maintain a consistent level of service to the campus.

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Errata

- p. 9, line 2 For "East-European Studies Lab, American Studies"
read "East-European Studies, Latin-American Studies"
- p. 11, line 1 For "approximatly" read "approximately"
- p. 29, line 3 For "affected" read "effected"
- p. 30, line 7 For 'study body" read "student body"
line 8 "with a number of users" read "with the number of users"

Part I—General

Introduction

From the administrative point of view, the year 1975-76 may be regarded with some satisfaction, as the Library operated with a degree of stability seldom achieved in the decade of rapid expansion or the last quinquennium of monetary inflation and educational uncertainty. In these problematical times to have maintained a crisis-free operation for a year is a tribute to the senior library administrative staff responsible for the daily oversight of divisions and units. Persons with administrative skills and experience are to be cherished, and the Chief Librarian is fortunate to be supported by an able managerial corps. The Library has been fortunate, too, in the support received from the Library Committee, and particularly from the chairman, Dr. John Forster, whose advocacy was instrumental in obtaining increased financial support to offset inflation.

External circulation of books for the first time topped the million mark. It is assumed that the unrecorded internal circulation trailed close behind. The Library increased the number of computerized data bases it accesses through automated information retrieval systems as the year was ending. The free flow of information among libraries, in the form of interlibrary loans, is in jeopardy as some major lending libraries can no longer continue to give this service gratis. Three Canadian institutions have announced an \$8.00 per transaction service charge on incoming requests. To date our Library has absorbed the cost instead of passing it on to the individual borrower.

Supplying information to users, that is, reference service, continued to be a major function of public service librarians. The number of questions to which they responded continued at about the same level as in previous years. The University reinstituted Freshman Week last September, thus again providing the opportunity to orient the host of new students to the Library system.

To safeguard the Library's three million pieces (books, government publications, micro materials, etc.) which have an estimated replacement value of fifty to sixty million dollars, a detection device, 3M Tattle Tape, was installed in Rutherford North. As its efficacy was proved within hours of installation the device will be extended to all major library units.

The University continues to finance the library materials budget at a level which is the envy of many another institution, but the inflation of periodical subscription costs requires an ever greater percentage of the total materials budget and unless the trend is deflected will cause serious financial difficulties in the future. The Library achieved greater control over collection development and expenditure, which is important in a period when inflation can consume funds at an alarming rate.

The processing departments instituted a number of procedural changes which, while small in themselves have collectively brought about a more efficient operation; perhaps this development might be stated thus, that with more experience library staff are learning to make machines work for people rather than people work for the machines.

Finally, the period of the prolonged Canadian postal strike, from October 21 to December 2, was utilized by the technical services staff to reassess procedures and to check and improve control files. In anticipation of a long obstruction of mail service, the Library devised a contingency plan. As many orders as possible were channelled through five book suppliers—one Canadian (situated on two sides of Niagara Falls), two English, one continental, and one French. The Library used the University's emergency post office at Sweetgrass, Montana, to send out orders. Suppliers were asked to send book parcels by rail or air freight rather than through the mails. Periodical publishers, whose invoices for calendar year 1976 were flooding in at that time, were informed that a delay in payment (because of non-receipt of the invoice) should not indicate cancellation of a subscription. The greatest long-term effect of the strike was the problem of checking in hundreds of issues of periodicals when the mail began to move again, and of claiming hundreds more issues which never arrived. Several times since the summer of 1968 the Library's processing divisions have suffered serious disruption from transportation and postal strikes of shorter or longer duration.

Collection Growth

During 1975-76 the collection was augmented by 102,461 volumes of books and bound periodicals, 27,159 government publications, 94,796 microforms, and 1,527 audio-visual items. At the end of the fiscal year the Library had a collection of 1,686,721 catalogued volumes, 477,481 government publications, 1,075,037 microforms, and 18,167 audio-visual items. Current periodical subscriptions number 15,221, a decrease of 2,000 since the Library's maximum subscriptions in 1971-72. The total expenditure on Library materials was \$2,233,882.

Library Materials Budget

For the fiscal year under review, the Library again had a base budget for library materials of \$1.744 million, an amount which has remained constant for four years (except for minor supplements from the President's Fund). However, some essential relief was provided this year by the MacCosham Matching Grant and a 3AU Matching Grant, representing approximately an additional \$350,000 for the book fund, and making possible a second-round allocation to teaching departments for discretionary purchases in the fall of the year. Without this

provision, the total of discretionary allocations would have amounted to only 60% of the previous year.

The rising spiral of serial subscription and other mandatory library materials costs such as binding, blanket order, and inter-library loans by 1975-76 required 80% of the total base budget. Fortunately, the special grants alluded to above permitted the restoration of the previous year's dollar-level (but not the previous year's purchasing power) to the discretionary book funds assigned to teaching departments.

Periodical subscription price costs continue to be the most worrisome aspect of library budgeting. The total cost of periodicals and standing orders was \$884,848, or 51% of the base budget. The comparable figure for 1974-75 was 38%. Looking ahead to 1976-77, the Library is projecting an expenditure of \$1,123,189.

In December, the Chief Librarian held discussions with the University Administrators on the probable 1976-77 materials budget. These persons advised caution in the disposition of the remainder of the MacCosham bequest. Accordingly, the Library Committee agreed to hold the MacCosham monies to supplement the base budget in 1976-77 on the same basis as the year under review.

In due course, the base budget for 1976-77 was raised to \$2.14 million. This increase was made on condition that the MacCosham Trust Fund should continue to be held as a future contingency fund. Even with this substantial increase it was obvious as the 1976-77 year began that with serials, blanket order, binding, and other mandatory costs continuing to rise at a 25% per annum rate, they would consume up to 80% of the new base budget. In other words, with the new base budget increase the Library will be in the same financial position in 1976-77 as it would have been in 1975-76 if it had *not* received the MacCosham grant. Hence, the funds available for retrospective development of collections, completion of lacks in sets, filling in of serial gaps and other large-scale collection development efforts have suffered a considerable setback. This is illustrated by the fact that the funds available for developmental projects in 1976-77 will have to be reduced to half the 1975-76 amount.

The prospect is now very real that within a few years the costs arising from serial continuations and other mandatory commitments will leave virtually no funds available for discretionary or project allocation.

Committee on Collection Development

As reported last year by Mr. Olin Murray, Chairman, the Committee on Collection Development was reorganized, and its terms of reference redefined. Further, a small steering group was organized to facilitate fast decision-making and rapid responses to the many demanding questions which arise during the year. There has been a stabilization of the various collection development functions internal to the Library.

The most essential innovation relating to allocation which was instituted was that of distributing the discretionary fund in stages throughout the year, rather than making a single allocation to departments in the Spring. While not achieving a perfect resolution of the perennial conflict between efficiency of fund utilization and quality of selection, the three-stage allocation process did achieve some of its major objectives:

- (1) consistent encumbrance of funds according to schedule;
- (2) avoidance of unused funds in accounts when needed elsewhere;
- (3) better distribution of order activity over the whole year;
- (4) avoidance of year-end race to spend leftover funds on unplanned purchases;
- (5) prevention of potential disrupting effect of unexpected events, such as the postal strike;
- (6) availability of minor emergency funding to the departments.

The advantages of allocation in stages have led to the decision to repeat the method for the 1976-77 fiscal year.

In November the Chief Librarian and the Chairman of the Library Committee sent out a general memo to teaching departments calling attention to the grim implications of the continued rise of subscription costs, and asking for suggestions on how to cope with the problem. Some committees passed resolutions on the vital necessity to scholarship and research of maintaining the collections in all areas (books, as well as journals) and of not allowing the collections to deteriorate from lack of adequate funding. Such reactions were useful in publicizing that the Library's collections are indeed an essential resource for study and research, but the returns brought little in the way of workable solutions.

The Steering Group analyzed 78 requests for developmental projects, and made recommendations to the Library Committee. The latter Committee supported 55 requests requiring an expenditure of \$220,000. Looking into the future, the cost of continuations may eliminate the funding of developmental projects.

While most academic institutions correctly give priority to current subscriptions and other current materials as their buying power declines, it is nonetheless unfortunate that funding beyond that required for the maintenance of current ordering may disappear at a time when our Library has developed much of the organizational techniques and human resources for implementing the large-scale development programmes necessary to upgrade the numerous priority areas of the collection which are still sub-standard and require extensive retrospective development. It is a well-documented fact that useful academic collections can only be developed slowly over the years, through the painstaking labour of dedicated faculty and librarians working together as a team.

Also persisting for a number of years have been the various

committees on campus with geographical area-study orientations, e.g. East-European Studies Lab, American Studies, and East-Asian Studies. In recent months, one or two of these appeared to be intensifying their efforts and may succeed in obtaining a more definite status. It is important to raise the issue now since area studies programmes inevitably turn out to have financial implications for the Library often far out of proportion to their costs otherwise for the University. This is particularly true when the area study programmes involve non-Western languages which cannot be readily accommodated in normal library routines of verification, cataloguing, reference, etc.

Staff

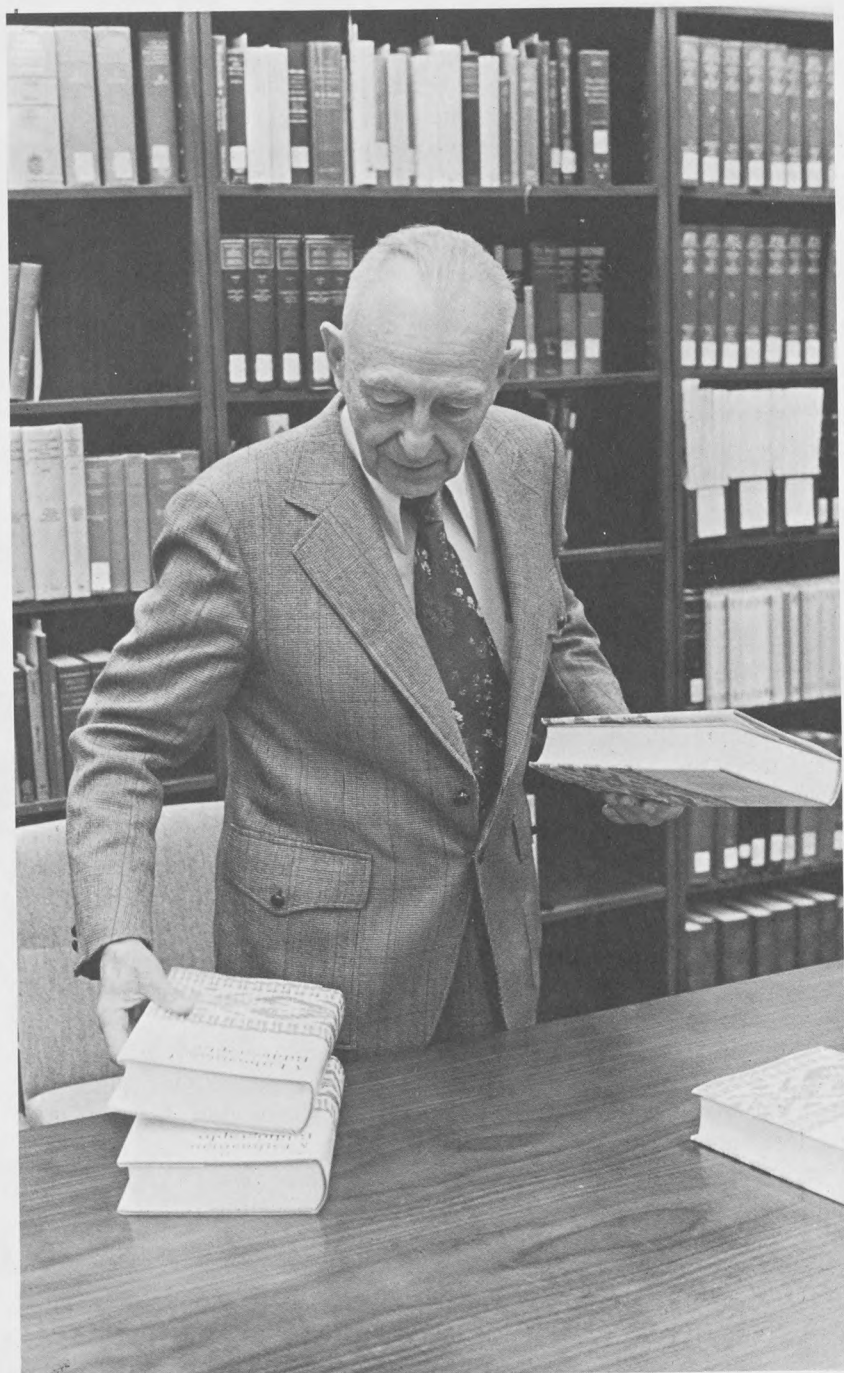
The success of any organization depends on the quality, the effort, and the dedication of its staff. The Chief Librarian acknowledges the contribution of staff members to the operation of the library system in the year reviewed.

The Library's professional staff consisted of 72 librarians, two of whom were joint appointments with other university departments, and five administrative and professional officers.

From the professional staff there were five resignations between June 30 and the following March: Diane Rhyason (Education), Catriona de Scossa (Medical Sciences), Dwain Weese (Education), Pamela Chislett (Cataloguing), and Muriel Lefebvre (Law). Between May and September the Library made the following professional appointments: Lynette Parker (Education), Diana McKergow (HaSSL), Johanna Weweler (Cataloguing), Ray Doerksen (Acquisitions), Larson Brodner (General Sciences), Elaine Boychuk (Education), Sylvia Chetner (Medical Sciences). In addition the Library hired four librarians on a temporary basis. Two librarians were on leave. In September, Mrs. B.J. Busch of the Cataloguing Division was the successful appointee to the position of Education Librarian. Dr. Steven Zachfalvy replaced Mrs. Busch as a supervisor in the Cataloguing Division.

Mr. Adam Kantautas, who joined the Library in 1960, retired in mid-year. His mastery of several European languages, his familiarity with the book trade, and his knowledge of books made him a valued staff member. As assistant Acquisitions Librarian he played a significant role during the rapid expansion of the Library's collections in the 1960's. His crowning achievement was publication of his definitive *Lithuanian Bibliography* which will long remain the standard source of information on that country.

Over the winter the professional staff association within the Library, APLUA, in conjunction with the university staff association, AASUA, spent a great deal of time working on a handbook for professional librarians. The final draft was quite similar to that for professorial staff.



Adam Kantautas with copies of his *Lithuanian Bibliography*.

The support staff numbered approximately 284 persons.

Mr. Norv Everett, Personnel Officer, reports that the turnover rate for support staff decreased to 29% compared to the 1974-75 figure of 45%. There were 85 resignations, and 91 appointments. As usual the summer period saw the largest staff turnover. The two most common reasons cited for resignations were to take further education (34%) and to relocate (11%). At the request of the Central Personnel Office, a monthly report on absences showed the average number of work days per employee lost through casual absences was 4.69, while through sick leave it was 4.58.

The Library had a peak of 180 hourly employees, mostly students.

The Library Personnel Office offered a number of training programmes, largely for supervisors, on such matters as the NASA Agreement, supervision, interviewing, and completing performance appraisals. During the summer of 1975 arrangements were completed with Grant MacEwan Community College to offer its library technician programme in Cameron Library after normal working hours. Four professional librarians within the Library coordinated or lectured. Courses relating to technical services, and reference and bibliography were offered. A total of 59 employees enrolled initially, but seven withdrew.

Early in 1975 some technical services personnel went on the modified work week. In April, 1976, there were approximately 160 employees on the scheme, of whom 25 were academic staff members.

The Library Employee Management Advisory Committee (LEMAC) held seven meetings, and served a useful purpose as a place where any matters of employee concern might be aired.

Systems Planning and Development

The Systems Planning and Development Division has always had a combination of line and staff responsibilities to the Library and as the number of operating systems has increased so has the line responsibility. In order to control better the production system and to satisfy more adequately line responsibilities, Mr. Ed Smith was placed in charge of the operation of production systems. Also, in order to provide a consistent interface between this Division and client library divisions various staff members were assigned specific responsibilities for operational areas which the Division now supports.

Mr. Jack Thompson, Head of the Division, states that a major concern for much of the year was the inadequate funding provided by the Computing Facilities and Policy Committee for the support of Library processing and computing services. This Committee was attempting to hold the line on the amount of service any user could obtain because the computer then in use was overburdened. Fortunately, a larger computer was installed late in the fiscal year and concurrently

the University Planning Committee increased the Library's computing service budget. Since computer overload tends to be cyclical, the incident highlights the Library's dependence on decisions made externally.

The Library's acquisition system has matured substantially and by a major modification made early in the year the system now contains and displays far more information than it had originally been designed to do. The cataloguing support system has operated very successfully and the master file at the year's end contained records of some 121,000 titles held in the collections. Formerly, the Division was dependent on a member of Computing Services staff for the maintenance of this system, but the Division has now taken maintenance over fully. Because of the possibility of implementing a large library support system which would embody support for cataloguing and acquisitions, amongst other capabilities, the division has been reluctant to attempt to redesign completely either of the above systems.

Over the past year most library serials holdings were incorporated into the periodicals listing system so that the Library is now able to produce listings of holdings for periodicals and/or serials as and when required. The circulation system had a largely uneventful year. The terminals are virtually worn out, but the selection of new terminals had to be delayed until the joint study group described below completes its survey. The Library is convinced that it should procure a mini-computer in order to increase the efficiency of the circulation operation.

In December the Division hosted demonstrations of the German Library Support System, DOBIS, with the kind cooperation of IBM Canada Ltd. Mr. Ken Frost, Assistant Director, Office of Library Coordination, the Council of Ontario Universities, presented the Ontario Cooperative Group's views on DOBIS and outlined their future plans at the demonstrations. The demonstrations were well attended and enthusiastically received by both library staff and university administrators. As a direct result of these demonstrations a joint study group was formed between the Library, the Office of Administrative Systems and Computing Services in order to evaluate three large library support systems for possible implementation on this campus. The three candidate systems were the Washington Library Network, the Ballots System and the DOBIS system. Because of the availability externally of large library systems the Division has not attempted to engage in further developmental work.

Part II—Processing

Bibliographic Verification

A major operational problem in the Library is the instability of support staff, but Mr. Brian Hobbs reports happily that the nineteen members at present in his division have an average service of over five years, so that the time presently spent in training is minimal. The monthly output per bibliographer was 336 cards.

As a consequence of library allocations being made to teaching and library departments thrice during the year instead of as a single allocation at the beginning, and because less money was available for discretionary buying, incoming requisition cards arrived in a steadier stream. A more even work flow in the Technical Services Division has been an objective of the Library for many years. The monthly variation in requisitions received was from 2,934 to 5,746 as compared to 2,143 to 10,430 the previous year. A drawback to the system of periodic allocations is that the Division often has to hold batches of requisitions, which have been checked and which are ready for ordering, because an account is depleted, so the cards are held until new money is made available.

The Division received 47,043 requisitions, as compared to 50,682 the previous year, and processed a total of 51,786, the excess over receipts being due largely to a backlog of requests held at the beginning of the year. Of this total, 16,731, or 32.3%, were rejected as duplicating material already in the library system, a reduction of about 5% from last year's rejection rate. Orders placed totalled 35,055.

In September, the Stamping and Plating Unit began inserting "Tattle Tape" in all new books.

Acquisitions

Mrs. Margot McBurney reports the year to have been one of consolidation as the Division had to overcome some of the accumulation of problems arising over several years from staff instability, the introduction of computerization, and the alarms of inflation.

A major disruptive factor during the year was the six week postal strike and the preceding period of uncertainty, and although it ended on December 2, Christmas mail and the holiday season delayed a return to normal in the movement of mail until the New Year.

In the book orders and receipts unit the new head, Mr. Ray Doerksen, sought to establish consistency in routines, to adapt these as closely as possible to the demands of the computer system, and to provide a rational basis for the flow of work through the system. The result was numerous procedural changes and some reorganization. A more consistent level of ordering was maintained than heretofore, the

monthly flow fluctuating from a low of 2,700 in August to a high of 5,545 in February. Smoothing out the flow of work was achieved partly by instituting daily quotas for typing orders on the CRT terminals. The unit placed 47,188 orders, a 9% reduction from the previous year. In book receipts more material was received on regular order, with blanket order receipts slumping substantially. The quantity of microform added increased by 30%.

The postal strike provided an opportunity to assign staff to review and correct the Kardex file containing more than 7,000 standing orders. The purpose was to establish entries similar to those in the public catalogue, to determine correct routing materials, and to provide one Kardex card for each unique title. The benefits of the exercise included a review of inactive orders and the cancellation of complete orders. At fiscal year's end the project was not fully complete.

The Division, in co-operation with the Systems Division, continued to identify and attempt to resolve major problems in the automated acquisitions system. The improvement of the poor format was the major achievement. Fiche with more complete information, cumulative changes in the in-process file list, and the cumulative additions to the in-process file list were improvements introduced. Further, the existing purchase order number system had to be revamped. A continuing problem is incorrect data content. In the coming year the most pressing needs are to cleanse the file, develop the ability to apply credits as well as debits to specific purchase order numbers, achieve greater reliability, and produce meaningful vendor reports.

In the current subscriptions section the period from September through December was beset with difficulties resulting from the mail strike, particularly in check-ins and claims. The quality and quantity of claiming during the year was consistently high. Invoice processing proceeded smoothly, the several large agent invoices being completed two months earlier than in the previous year. New screening procedures for new subscriptions required nearly double the handling but did enable the Library to remain within its target figure. The Library spent \$615,846.27 on subscription renewals and another \$20,785.26 on new subscriptions.

The work of the back order section was beset by a variety of problems, such as obtaining quotations on a file of a periodical only to find that the academic department ordering had exhausted its fund. The computer would then reject the order and additional and rather cumbersome clerical procedures were required to complete the order. At the beginning of the year orders and receipts were high because of the level of activity in February-March, 1975. Many of the receipts were of newspapers on microfilm and reprint titles. The high level of expenditure was generally the result of a few especially expensive orders rather than a large number of orders. Receipts of back order periodicals

consisted of 3,186 volumes, 3,633 single issues, 6,715 microfilms, and 7,989 microfiche.

The expenditure breakdown was as follows:

Expenditure

| | <i>1975-76</i> | <i>1974-75</i> |
|----------------------------|----------------|----------------|
| Current Materials | 714,411.58 | 427,755.93 |
| Approval Plan | 164,961.77 | 151,316.66 |
| Reserve Reading Room | 15,883.68 | 8,305.42 |
| Blanket Orders | 39,843.70 | 151,316.66 |
| Standing Orders (new) | 23,699.42 | ** |
| Standing Orders (renewals) | 224,517.51 | 164,014.11 |
| Periodicals (new) | 20,785.26 | 22,954.73 |
| Periodicals (renewals) | 615,846.57 | 468,567.67 |
| Back Files | 118,283.66 | 44,100.32 |
| Developmental Projects | 126,857.19* | 72,869.80 |

* Funds from Developmental Grants were spent on both regular orders and back orders.

** New standing orders in fiscal year 1974/75 were not distinguished, for purposes of budgeting and expenditure, from Standing Order renewals.

Out-of-Print

Mr. L.E.S. Gutteridge, Out-of-Print Officer, states that 3,216 out-of-print books were obtained. The postal strike came at an unfortunate time inasmuch as late autumn is when booksellers are normally most active. Library duplicates to the value of \$1,442 were sold.

Cataloguing

Mr. Seno Laskowski reports that in spite of inflation and a prolonged mail strike the Cataloguing Division recorded a noticeable increase in production over the 1974-75 figures. A total of 90,088 volumes were accessioned compared to 79,611 for the previous year, and 101,851 volumes catalogued as compared to just over 89,000. For the third year in succession the number of volumes processed has exceeded accessions, enabling the Division to eliminate most of the back-log material housed in the cataloguing office areas, to substantially reduce the number of uncatalogued books in Special Collections, and to make at least a token start on processing items from the so-called "official" back-log in addition to keeping current in the cataloguing of new acquisitions.

A new approach to original cataloguing was introduced in January on an experimental basis. Three teams, each comprised of a cataloguer and a senior library assistant, were established. The library assistant became responsible for most of the descriptive part of the cataloguing

while the cataloguer was responsible for classification, subject analysis, plus retaining overall responsibility for the work completed. Results to date indicate that a team thus constituted can almost double the output of books requiring original cataloguing that might be expected of a cataloguer alone, with the added advantage of relieving the cataloguer of the more clerical tasks involved.

As in past years the Division was not lacking in special non-routine projects. Because of an interim shortage of photo-cataloguing material it was decided to embark on the reclassification of a major portion of law materials. This involves approximately 10,000 titles, most of which will be encoded in the MARC format and added to the machine readable data base. Target date for completion is September, 1976.

Work that began in 1974 to include serials in the periodical printout was completed in the spring of 1976. Unfortunately, delays in key punching made it impossible to finish the project in the current reporting year, but completion is scheduled for the summer of 1976. Once the list has been completed serial holdings will no longer be added to the cards of the author-title catalogues and these serial holding cards will eventually be removed from the public catalogues. Other projects involved the typing and filming of tilted tab guide cards into the author-title union catalogues, the typing of approximately 12,000 guide cards for the Special Collections subject catalogue, a complete filing revision of the periodical and monograph shelf lists and the name and series authority files.

In the added copies unit there was a growing backlog of items because of staff changes which resulted in 389 working days lost and extended staff illnesses toward the latter part of the report year. The corrections unit for the first time had a full-time supervisor. With the growth of the collection and size of the catalogues there has been a steady increase in the work load. This past year has been exceptionally busy, not only with the usual number of mistakes generated in the cataloguing process but in coping with the numerous requests from branch libraries to transfer, withdraw or otherwise correct records. A total of 3,291 items were transferred and 4,208 volumes were withdrawn or discarded; of the latter 2,240 represented books declared lost.

In the typing and lettering section the computer-assisted processing system, in spite of its many deficiencies, has proved extremely beneficial by eliminating much of the repetitive aspects of card production, thereby reducing the number of typists required. At the end of March a total of 120,969 titles had been entered into the machine-readable data base. It is hoped that the MARC module for catalogue searching and for record input will be added in the not-too-distant future, thus eliminating the duplication involved in locally coding Library of Congress records already available in MARC format.

Two major projects are planned for the coming year. One is the

completion of the reclassification of the law material which, as indicated earlier, is already well under way. The other is the reclassification of the Canadian history collection into the new FC schedule released by the National Library of Canada. The task of reclassification will be shared among a number of the university libraries with our Library being assigned the responsibility of reclassifying Alberta history and distributing copies to the other participating institutions. The reclassified Canadian history material will be encoded in the MARC format and added to the machine readable data base.

Bindery Preparation

Reflecting the inflationary trend the expenditure on binding was \$168,791 as compared to \$148,000 the previous year, but the number of items bound was down by 74 volumes. Part of the increased cost, however, was due to an increase of 1,400 in the number of periodical volumes, which are more expensive to bind than books. Mr. Alan Rankin reports that there were 15,597 standard binds, 12,362 check binds, 2,207 books bound, 2,868 books rebound, and 2,751 perma binds. The total of items handled was 35,813. The expertise of Mr. Wally Franze, who retired, is still available to the Library on a part-time basis. The Bindery Preparation area was shifted on its axis by 90 degrees, a change which caused disruption of work for a week and a half; the purpose was to provide the Accounting Section with window space.



Invoices for books ordered from many foreign countries must be converted to Canadian dollars before payment.

Part III—Public Services

Use of Library Materials

Miss Norma Freifield, Coordinator of Circulation Services, reports that in 1975-76 the Library circulated 1,006,852 volumes externally, an increase of 7.6%. The statistics of use indicate a fairly equal distribution between the three main library buildings, namely, Cameron, Rutherford, and Education; these account for 34.82%, 28.76%, and 29.38%, respectively. Some interesting aspects of the use figures are as follows. In Cameron the Undergraduate Library and its affiliated Reserve Reading Room circulated 214,930 volumes, or over 20% of the grand total. These statistics justify the maintenance of an undergraduate library. The Education Library circulated 295,754 volumes, or almost 30% of the total. Considering that this Library contains about 8% of the total library collection, the use per item held is very intensive, particularly in the Curriculum Laboratory which supports the education students' practicum.

The Interlibrary Loan Service received requests from on-campus faculty and students to borrow 5,488 items. Other institutions requested from our Library 11,093 items, almost as many as last year; of these requests our Library was able to supply 7,500.

Over 300 volumes were sent by post as extramural loans. The Extension Library borrowed 937 books to send to rural readers, and another 266 for Grant MacEwan Community College. In support of evening credit courses offered in centres outside of Edmonton, the Education Circulation Unit supplied collections of books for 26 courses; a total of 859 books were sent.

The Library has an increasing number of requests from non-campus persons for borrowing privileges. Any member of the public may use materials within the libraries as ingress is not controlled. The Library issues some special borrower cards, but monitors these requests carefully lest outside users seriously compete with faculty and students for the use of materials.

Student users sometimes regard the Library officials as inflexible and unfeeling in the application of the fines system on books returned after they are overdue; it may come as a surprise that of the 956 appeals from fines the Coordinator granted 67%.

The installation of the 3M Tattle Tape book detection system in the Rutherford North Library was the highlight in the Library's control system. In the first few months 70 students and 20 persons having no connection with the University set off the alarms when attempting to remove books without proper authorization. Later the detection system was installed at the exit of the HaSSL Periodicals Reading Room from which issues of periodicals had a habit of straying. These installations

have been so satisfactory that plans have been made to extend the system to other campus libraries. A second mechanical installation of significance has been that of a public address system in the Cameron, Education and the two Rutherford Libraries. It has been particularly effective for announcing to patrons the imminence of the closing of circulation services and later of buildings. Still a third installation was that of a new intercom system between Cameron offices which it is hoped will eventually be on the same circuit as the one in Rutherford North.



The new book detection system has greatly improved traffic flow and security in Rutherford North Library.

Humanities and Social Sciences Library

Mr. Mohan Sharma, Coordinator of the Humanities and Social Sciences Library (HaSSL), states that in its third year of operation the units of this large division operated smoothly, carrying the usual and unusual tasks with ease. During the summer of 1975 the book collection in Rutherford North Library was shifted with a view to using more effectively the available shelving, and thus gaining book space. The move mostly involved floors four and five.

Reference Services

Mrs. Margaret Farnell, Assistant Coordinator of HaSSL, reports a total of 31,488 questions directed to staff at the Reference Desk in the Rutherford Library. The busiest months were October, November, and March. The Catalogue Information Desk recorded an additional 8,500 questions asked, a 70% rise as compared to the previous year. In addition to the regular reference staff several librarians from other units of HaSSL contributed up to 13 hours per week to the Reference Information Desk service, while two of the reference staff each worked one evening a week in the Government Publications area.

The Reference Services' staff continued to provide library lectures and tours, both to new students in the fall and to classes throughout the year. The Freshman Introduction Week's slide and tape presentation was again given in the lecture theatre in the Tory Building and was attended by 2,300 newcomers to the campus. Another 3,700 students, staff and visitors, in 59 groups, were given orientation lectures and tours during the year, requiring 211 staff hours for preparation and presentation. Most of these class presentations were given to students in Business Administration and Commerce, Physical Education, the first year English programme and Political Science.

The reference unit added 2,153 volumes and 1,391 university calendars. Over 1,000 of the older calendars were withdrawn as being superseded.

The library guide *Looking at the Library* was revised in 1975. A new campus map highlighting the libraries was also handed out during Freshman Introduction Week. Mr. Mohammed Jahangir continued to compile his monthly *Index to the Edmonton Journal*. The former publication of the reference unit, *HaSSL Notes*, was replaced by *New Reference Books*, a list of additions to the collection.

Miss Ingrid Bromann, supervisor of the HaSSL Periodical Reading Room, reports that external circulation was 27,899, an increase of 7,000 over the previous year. A total of 12,454 reference questions were recorded. In the collection 274 new periodical titles were added; 116 titles ceased publication and 332 titles were cancelled; another 139 periodicals changed their titles.

Undergraduate Library

The Undergraduate collection was increased by 2,343 volumes, bringing the total to 83,982. Mrs. Betty Schwob, Head of the Unit, indicates that the additions were primarily of Canadian material, reference books, selections from *Choice*, and books indexed in *Essay and General Literature Index*.

External circulation in the Undergraduate Library decreased by 7%, but the use of the Reserve Reading Room increased by nearly 19% and

since the majority of books on reserve were from the undergraduate collection it is likely that they were used there. The Reserve Reading Room, which is under the supervision of Mrs. Bente Scarnati, circulated 116,640 volumes, an increase of 18.9%.

Comparative reference statistics are misleading as the form and category of recording questions have been changed in the HaSSL system. The number of reference questions decreased. Possibly the improvement in freshman orientation in September accounted for this decline as with it students did not feel the need for instruction from the staff.

Government Publications

Dr. William Hyrak reports another successful year of operation for the Government Publications Unit. During the summer months a



Much information can be gathered from the many government publications received.

project was initiated to improve the holding records; this included the addition of history cards and, if necessary, references to those jurisdictions involved. The checking of current catalogues and bibliographies was performed regularly with special emphasis given to acquiring publications issued by the Canadian federal government and the province of Alberta.

The collection continued to grow but at a reduced rate; a total of 22,832 documents were received and processed. Many of these were distributed to other subject libraries which, with discarding and binding, reduced the effective number added to the Government Publications unit to 13,547. At the same time 111 reels of microfilm, 14,425 microprints and 5,516 microfiche were added to the micromaterials collection, bringing micromaterials holdings in the reading room to 412,964. In collection development the emphasis was on developing greater strength in those collections which are already well developed rather than expanding into new fields.

The unit dealt with 10,873 reference questions, an increase of 7.3%. Of these 878 were received by telephone. External circulation of material was 3,406. Greater use is made of the material in the reading room but statistics were not kept of internal use. Extensive users, in addition to members of the university community, include provincial and municipal institutions, industrial and business companies and some private citizens.

Micromaterials

Miss Bettie Paynter, in charge of the micromaterials service for the year, states that 4,814 people used the Reading Room, an increase of 9%, while the internal circulation of microforms was up by 19%. There was a 29% increase in the amount of copying done from microforms. The storage space problems were relieved to some extent by the arrival of two additional microfiche shelf units in October and three wooden microfilm shelving sections in March.

While the number of new titles received in the collection was only 3,352, the total number of items added was 47,690. These were almost exclusively in the two transparent film formats. Microfiche accounted for 38,798 of the items. Besides the regular purchase of newspapers, theses, periodicals and books, back issues of several Canadian newspaper titles on microfilm were added, providing complete holdings in most cases. The large increase in the amount of microfiche received was a result of the purchase of about 7,000 fiche of Russian material, the receipt of 4,400 fiche through our subscription to CAN/FIL (Canadian Financial Information Library) and the conversion of the Human Relations Area Files (HRAF) from the 3" x 5" fiche to the 4" x 6" format which meant that the present collection of 76,000 fiche had to be packed, labeled, and shipped back in return for 14,522 new fiche.

A more-extensive-than-usual research project was carried out in the Micromaterials Reading Room over the summer months by five students under the direction of Professor G. McCaughey, consisting of a search for Canadian theatre history through the files of Canadian newspapers.

Interlibrary Loans

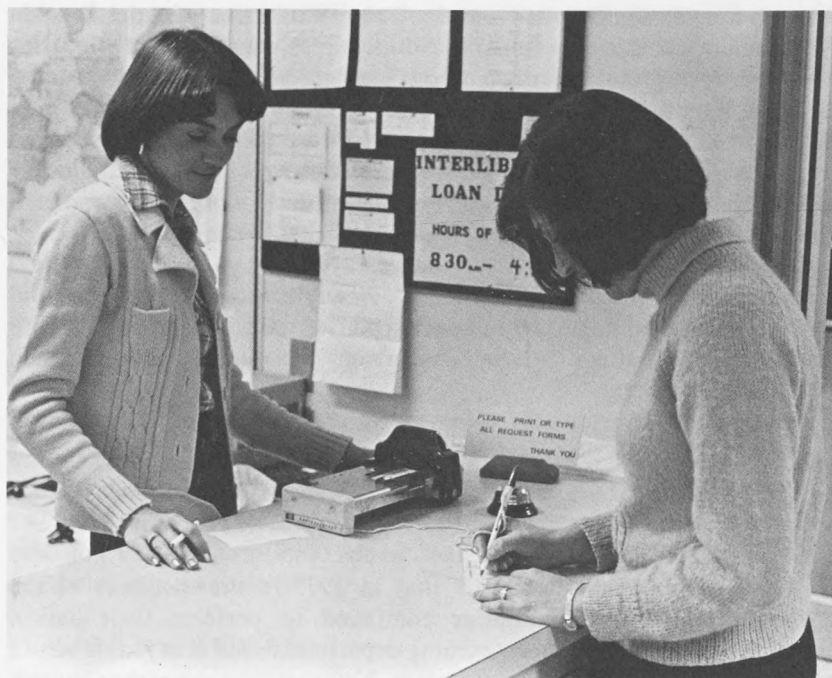
Two major events occurred during the course of the past year which greatly influenced the activities of the Interlibrary Loan Unit. The first was a nationwide postal strike; the second was the introduction of steep interlibrary loan charges by three of the major university libraries in Canada.

The effect of the six-week postal strike, followed by the Christmas break when many libraries suspend their interlibrary loan services, can be seen in the monthly breakdown of the statistics submitted by Mrs. Tina James, Head of the Interlibrary Loan Services. Both incoming and outgoing requests dropped considerably during November. But in spite of the mail stoppage interlibrary loans continued to be processed through various courier services and other methods, including an exchange of interlibrary loan books and photocopies with a University of Saskatchewan library staff member during the Western Conference football playoffs. When work ran short in the unit the Interlibrary Loan staff offered assistance to both the Acquisitions Division and the Special Collections Unit.

Even with the postal strike the Interlibrary Loan Service had another busy year. The number of requests submitted by campus users increased by 4% while incoming requests from other universities dropped almost 2%. The number of faculty members using the service increased noticeably, by 24%, but this was offset by an almost equal decrease of 17% in the number of graduate students using the service.

Once again the number of requests received from prairie universities, 5,550, slightly outnumbered the requests received from elsewhere. Of these 1,389 were from the two COPUL universities in southern Alberta. The Interlibrary Loan Service obtained 4,072 items for campus users, and sent out 7,512 items to other institutions.

In December the University of Toronto Library announced that because of the heavy financial burden interlibrary loan requests from other institutions were placing upon that library (about \$250,000 per annum) the library had found it necessary to institute an \$8.00 service charge per item. The libraries of the University of British Columbia and McMaster University shortly instituted similar charges. As a result most interlibrary loan departments have had to rethink the philosophy of interlibrary loans and adjust procedures to avoid some of the increased cost. British Columbia is still this Library's number one supplier, but our Interlibrary Loan Service is attempting to bypass libraries with high charges by



Interlibrary Loans maintained operations despite the lengthy postal strike.

directing more loan requests to the larger prairie university libraries and to some of those in the Western American States.

Special Collections

In reporting on the Special Collections Unit Mr. John Charles was happy to record the reduction of the cataloguing backlog which had accumulated because of the low priority rare books had been given in the Cataloguing Division. In September backlog volumes were being systematically sent to Cataloguing in small batches. Then the great Canadian mail strike occurred in November and cataloguers were pleased to have such an extensive cache of books to process. During the year 2,034 volumes were acquired and another 589 books transferred from open stacks. Spring and fall convocations added another 474 theses to the repository collection.

The only significant physical change in Special Collections was the removal of an unneeded wall, thus enlarging the office and giving a more useful arrangement to the desks. Another change approved, but not executed, is a major correction to the humidity problem as humidity congregates in the reading room rather than being diffused through the stacks.

An event which coloured the year considerably was the discovery in

May that some documents from the Cohen Collection of Ariel Bension Sephardic materials were missing. Photocopies demonstrated that they had once been present, but could now nowhere be found. The University Security force informed other law agencies but no report on this has been received to date. The most plausible theory of the loss is that one of the numerous visiting scholars with whom we were too trusting took advantage of special courtesies extended. Rabbi Saul Aranov completed the preparation of a descriptive catalogue of the Sephardic collection for publication.

An issue of the irregular publication *News from the Rare Book Room* has produced a bibliography of the Joseph Conrad Collection donated to the Library by Hugh Whitney Morrison. This issue received much favourable comment.

On various occasions the Library's Special Collections have received publicity in the local press and on local radio stations. Seven exhibitions of interesting holdings were arranged by the staff.

Collection Activities Committee

Dr. Ernest Reinhold reports that in 1975-76 the members of the Collection Activities Committee continued to perform their liaison function with their respective teaching departments and that judging from the increasing number of departments making extensive use of the service it can be concluded that this committee function enjoys growing acceptance by the faculty.

A new task for the Committee, performed by the Chairman in consultation with appropriate members, was to consider and approve or reject new periodicals subscriptions for the Division and its teaching departments. This procedure was instituted in an attempt to contain the Library's commitment to the periodicals allocation.

General Sciences

The collection of the General Sciences Division increased by 7,326 new monographic titles and 3,162 added volumes, 940 reference books, 1,257 standards, 7,087 documents, and 4,413 periodical volumes. In spite of efforts to hold the number of periodical subscriptions at the 1974-75 level, this Division added 209 new titles. During the summer of 1975, under the supervision of Mrs. Mary Ellen Pyrch, a major reorganization of the documents collection was undertaken; the collection was made a closed stack area in order to keep the material properly arranged and thus give better service.

Mr. Ron Clancy reports that the total number of reference questions asked was 24,215, a slight increase over the previous year. The use of the CAN/OLE on-line retrieval system, which is available through the Canadian Institute for Scientific and Technical Information (CISTI),

showed an increase of 100% both in searches performed, 242, and in references retrieved, 24,862. In March, 1976, the services of the Lockheed Information Retrieval Service and the Systems Development Corporation were obtained. These two facilities have increased our Library's research potential from four bases to twenty-six. New areas of interest include agricultural sciences, government reports, pollution and the environment. Four librarians have been trained to offer this service.

A number of projects were accomplished. A complete inventory of the collection is still in progress. The reference collection was weeded and reorganized, and a quick reference area was established. Books with call numbers beginning with QH were shifted down to the third floor.

Mathematics Reading Room

In the Mathematics Reading Room Collection the use was quite similar in the previous year with attendance at 5,692 persons, external circulation at 6,231, and internal circulation at 13,253. The collection was increased by 1,698 volumes, an increase of 326 over the previous year. The number of new journal subscriptions added was twenty. Mr. Masood Ahmed continues as supervisor.

Physical Sciences Reading Room

Mrs. Teresa Williams states that this Reading Room added 996 books—a far cry from five years ago when the annual intake was 2,028. A policy decision in October, 1975, that only specially designated books ordered from account 430-24 should be catalogued for Physical Sciences, was put into effect. Of course, books ordered by the Departments of Chemistry, Physics, and Computing Science continue to be received in this Reading Room. Thirteen new periodical titles were added to bring the total of titles held to 588. The shelving in the Reading Room has become very crowded.

External circulation was 11,005 volumes, while more than four times that number were used in the area.

The Computing Sciences Reading Room, which is an adjunct to this Reading Room, has approximately 2,500 volumes; this year the collection increased by 127 books. It contains 101 journal titles as well. The existence of this Reading Room creates problems as the subject matter is of general interest to an increasing body of readers on campus, and it is not listed in the card catalogue as a location because originally the collection was in the Department of Computing Science on an experimental basis.

Medical Sciences

Miss Phyllis Russell reports that the Medical Sciences Library collection grew by 2,404 books and 2,687 bound periodical volumes bringing the collection to 107,295 volumes. Purchase was made of four early medical books to add to the Rawlinson Collection of historical books. The Lawlor and Saunders blanket order programme was cancelled and replaced by blanket order agreements with Coutts and with Blackwell. A new blanket order was placed for all Springer-Verlag English language titles.

The staff answered 684 lengthy bibliographic searches which took 144 working days to complete. The computerized MEDLINE information retrieval service which has been in service for almost two years again proved a valuable adjunct to regular reference service. This Library will also benefit from the agreement to tap the data bases of Lockheed and Systems Development Corporation. Thirteen members of the medical professorial staff are receiving monthly updates of their interest profiles. The year saw 290 Medline searches which retrieved 34,957 references.

Under the arrangement with the College of Physicians and Surgeons of Alberta the Library xeroxed free of charge 4,455 pages for city physicians and 6,548 pages for out-of-town physicians. Another 45,359 pages were xeroxed on which the regular charge was levied.

Patrons borrowed 41,513 circulating books, another 6,765 from the reserve collection, and used 22,117 internally. Through the hospital service the Library provided 10,839 volumes, an increase of 26%.

The staff gave twenty lectures and tours to students in the health sciences faculties.

John W. Scott Reading Room

This branch of the Medical Sciences Library is housed on the first floor of the University of Alberta Hospital to serve the immediate needs of medical staff and students. External circulation was 12,004 volumes, a 12.1% decrease. Internal circulation was 13,237, a slight decrease of 3%. The delivery shuttle service brought 6,680 books and journals from the main medical library. The collection contains approximately 2,000 books and 220 journals. During the year 110 new volumes were added. So acute is the space problem that 24 journal titles were cancelled the previous year, and the policy established that only the last five years of periodical sets should be retained in the Reading Room. The supervisor is Mrs. Wendy Kinsella.

Education Library

In September Mrs. Betty Busch was appointed librarian of the Education Library, one of the most heavily used libraries on campus, accounting for almost 30% of external circulation. This Library is

suffering from crowded conditions, with no immediate prospects of alleviation. A staff committee planned a reorganization of shelving, seating, and service points to best utilize space, the shift to be affected in the summer of 1976.

The number of reference questions has stabilized at about 40,000, but the pattern has changed with more being directed to the main reference desk whereas heretofore more were placed at the two other service points. The number of questions at the main desk has increased 70% in three years. A sessional appointment was made to augment the reference staff.

The collection increased by 6,601 titles in the pedagogical collection and 2,727 titles in the Curriculum Library, bringing the total volume count in the Education Library to 150,992. This total was reduced by an intensive weeding project undertaken to cope with an impending space shortage. Prior to the project, 477 volumes were removed from the shelves. The project saw 4,286 volumes removed from the pedagogical collection and 1,387 volumes from the Curriculum Library. The items weeded were either transferred to compact storage (made available to the Library by the Faculty of Education), the Historical Collection, other libraries, or discarded. The Library's Collection of non-book resources increased by 620 items to 18,084. During the year under consideration, the Library added 63 new periodical subscriptions. Offsetting this increase, however, were 17 cancellations, 21 title cessations, and six transfers to other branches within the library system. The Library presently subscribes to 1,102 periodicals, of which 36 are duplicate subscriptions and 73 are housed in the Curriculum Library. The collection of Educational Research Information Centre (ERIC) documents increased by 19,110 fiche for a total of 105,399 document files. The microfilm collection increased by 187 reels, bringing the total collection of microfilm to 5,451 reels. We now have 142 documents on microfiche from CANEDEx, compared with 90 at the end of last year. CANEDEx is a service designed to make available on microfiche many of the monographs listed in the Canadian Education Index.

The technical services section of the Education Library noted a 10% increase in the number of cards filed (118,113). 9,870 orders for books and audio-visual materials were requested and 1,823 new media items were catalogued, requiring 82,481 items to be labelled. The Faculty of Education provided clerical assistance to expedite the processing of orders, and Library Administration provided temporary clerical assistance to facilitate the record changes made necessary by the weeding project.

Law Library

Professor Peter Freeman, Law Librarian, reports that the year was one of change. Within the Library, material was moved so that the United States primary materials are now arranged on the first floor, while government publications are consolidated in one area on the second.

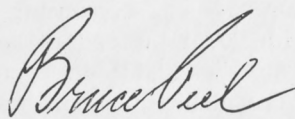
The librarians assumed responsibility for the instruction and assessment of one section of the first year legal process programme. The normal assistance by the librarian was provided to the other sections. The voluntary refresher course to third year students again proved popular with over half the class enrolling.

This year borrowing of material from the library increased by 33.5%. In addition to service to the study body, service was given to the legal profession with a number of users growing slightly. The Library serves as a legal resource for the province by handling information requests from government, industry and the general public.

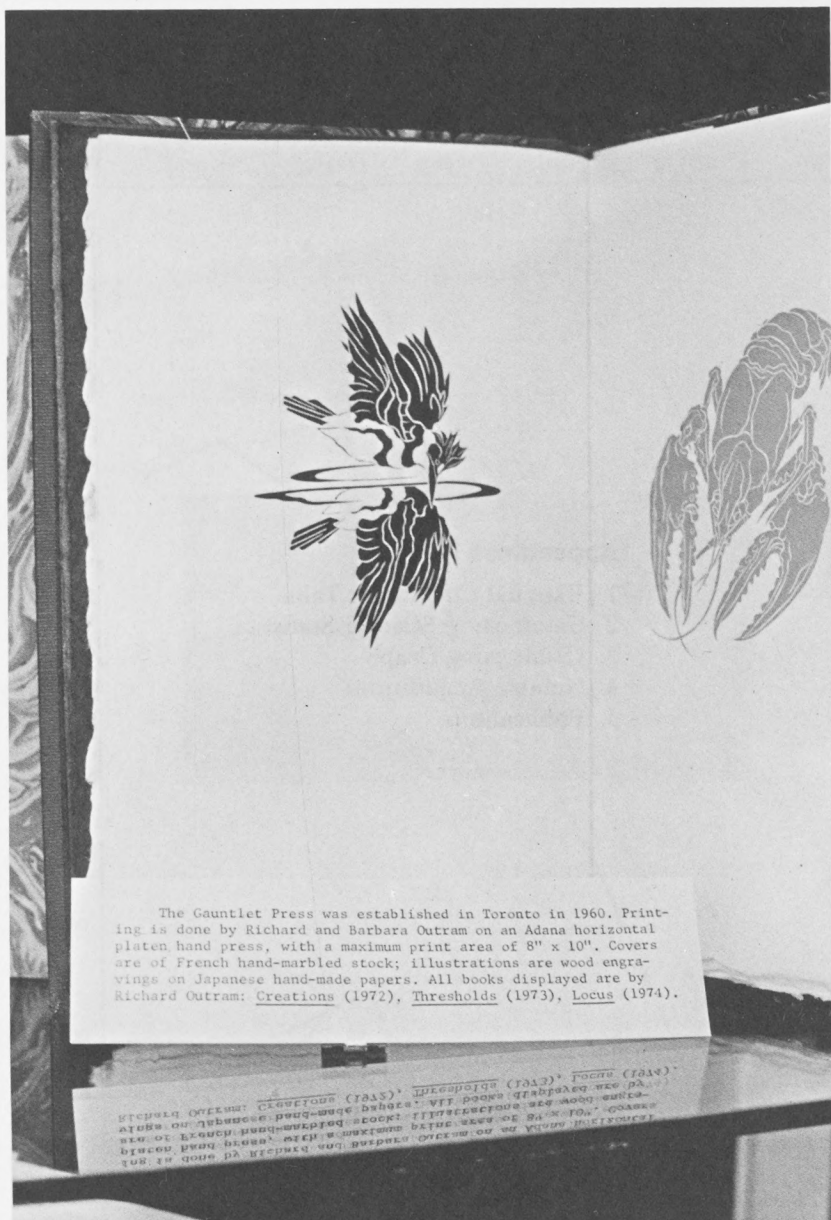
Although funding is now more restricted, 5,639 volumes were added, made up of 3,482 texts, 642 law reports, 1,283 periodical volumes, and 232 statutes. In addition, the non-book collection was supplemented by 50 audiotapes, 3,335 microfiche, and 232 roles of microfilm. In government publications 15,143 items were added to the Legislative and Departmental publications.

This branch of the Library system continues to have difficulty with the central processing divisions because of the often specialized nature of the material handled. The final portion of the reclassification of the collection into the new law classification began in the spring—hopefully to be completed by the beginning of the 1976 fall term.

At the conclusion of the year the Law Library began preparation for major changes: rearrangement of the collection, the installation of a security system, and reclassification.

A handwritten signature in cursive script, reading "Bruce Veil". The signature is written in dark ink and is positioned above the title "Librarian to the University".

Librarian to the University

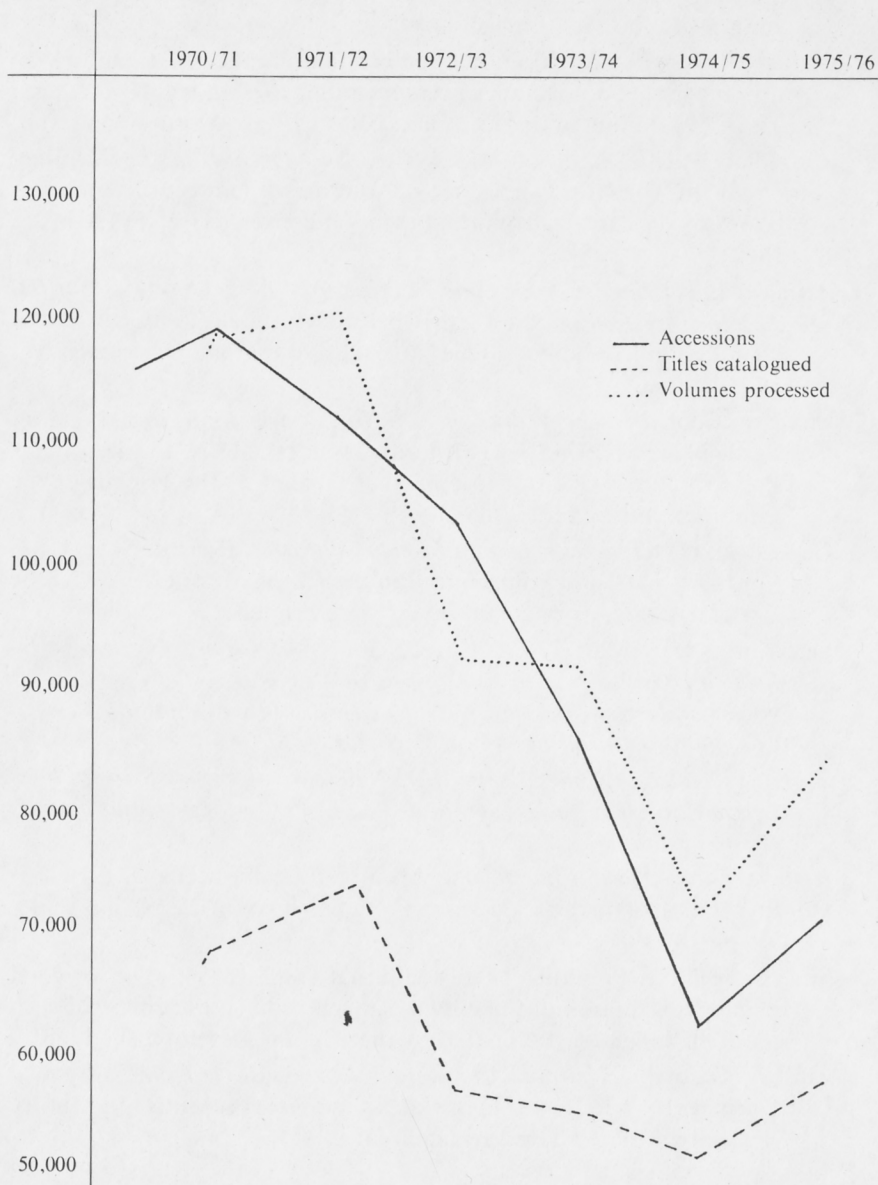


Part of the Special Collections book display on Canadian book designs.

APPENDICES

1. Cataloguing Graph
2. Notable Acquisitions
3. Publications
4. External Circulation Table
5. Cataloguing, Selected Statistics

Cataloguing—Monographs and Serials



Some Notable Acquisitions

Special Collections

- Austen, Jane. *Mansfield Park: A Novel*. London: Egerton, 1814. The first edition of a beloved English novel.
- Callaghan, Morley. A collection of fifteen autographed first editions by this celebrated Canadian writer, including *No Man's Meat* (Paris: Titus, 1931), limited to 525 copies. Gift of Hugh Whitney Morrison.
- (Canadian Pacific Railway) *From Ocean to Ocean via the National Highway*. Toronto: Gorrie, 1889. An otherwise unrecorded descriptive essay on Canada, from Halifax to Vancouver, as seen by rail in the 1880's.
- A Catalogue of English Books and Manuscripts, 1475-1700. The Carl H. Pforzheimer Library*. New York: privately printed, 1940. One of the great descriptive bibliographies in English literature. Our copy is #44 of 150 copies.
- Chaucer, Geoffrey. *The Works of . . . Now Newly Imprinted*. London: Basilisk Press, 1974. An extraordinary facsimile of the Kelmscott Press Chaucer. One of 515 copies. Presented by the Friends of the Library honoring retired faculty.
- De Cotton, L. *A Travers le Dominion et la Californie*. Paris: de Saye, 1888. Contains first-hand information on the Canadian prairies and B.C. Extremely rare, as only 200 copies were printed.
- Duciaume, Jean Marcel. *Et le Verbe S'est Fait Chair. Engravings by Francine Gravel*. Calgary: Editions de l'Eglantier, 1975. *A suite of poems and engravings which is also an important example of Western Canadian fine printing. #4 of 25 copies.*
- (English Theatre) *A Collection of 2,193 Nineteenth-Century British Plays, Opera Libretti, Burlesques and Vaudevilles in Lacy and French Acting Editions*.
- Héman, Louis. *Maria Chapdelaine*. Montreal: Godin-Ménard, 1916. The first edition of this classic French-Canadian novel in the original paper wrappers.
- Sharp, William Prescott. "Daily Journal 1885-1886". The original manuscript journal of the crown prosecutor in cases connected with the Riel Rebellion. Purchased by the Alumni Development Fund.
- Zurita y Castro, Gerónimo. *Anales de la Corona de Aragon*. Saragossa: Dormer, 1669-1671. 6 vol. One of six important seventeenth-century Spanish chronicles recently acquired.

Journals and Newspapers

- Arts: Beaux-Arts, Literature, Spectacles. 1945-64 (microfilm)
- Banking Law Journal. Vols. 1-83, May 1889-Dec. 1966 (microfilm)

Dublin Review. Vols. 124-242, 1899-1969 (microfilm)
 House and Garden. Vols. 1-136, 1901-1969 (microfilm)
 La Jeune Belgique, Revue d'Art et de Critique. Vols. 1-17, 1881-1897 (microfilm)
 Literaturnaia Gazeta. (Soiuz Sovetskikh Pisatelei SSSR). 1929-1960 (microfilm) (lacking some issues)
 Musik und Kirche. Vols. 1-44, 1929-1974 (vol. 1-16 on microfilm)
 Revue d'Art Dramatique (et Musical). Vols. 1-40, 1886-1896; new series, vols. 1-18, 1896-1909 (reprint)
 Russkaia Mysl'. Vols. 1-44, 1880-1924; new series Number 1, 1927 (microfiche)
 Spectator. London. Vols. 51-140, 1878-1928 (lacking several volumes) (microfilm)

Canadian Journals and Newspapers

British Columbia Digest. Vols. 1-23, 1945-1967 (microfilm)
 British Columbia Magazine. Vols. 4-11, 1909-1915 (microfilm)
 British Columbia Monthly. Vols. 1-27, 1911-1927 (microfilm)
 Calgary Herald. Years 1907-1969 (microfilm)
 Canada Evangelist. Vols. 1-10, 1851-1860 (microfilm)
 Canadian Emigrant and Western District Commercial and General Advertiser. 1831-1836 (microfilm)
 Canadian Gem and Family Visitor. Vol. 1, June 1848, Vol. 2, Nos. 1-12, 1849 (microfilm)
 Canadian Illustrated News. (Hamilton). Nov. 1862-Feb. 1864 (microfilm)
 Catholic Historical Review. Vols. 1-46, 1915-1961 (microfilm)
 Country Guide. (title varies: Grain Growers Guide.) June 1908-Feb. 1919 (microfilm)
 Evening Telegram. (St. John's, Newfoundland). Dec. 1899-1938 (microfilm)
 Leader-Post. (Regina). Jan. 1946-Dec. 1957 (microfilm)
 Manitoba Liberal. 1914-1945 (microfilm)
 Patriot de l'Ouest. Aug. 1910-Sep. 1940 (microfilm) (lacking several issues)
 Prince Edward Island Magazine. Vols. 1-7, 1899-1905 (microfilm)
 Saskatoon Star-Phoenix. 1929- Dec. 1972 (microfilm)
 Le Soleil. (Quebec). May 1915-1921, 1937-1972 (microfilm)
 The Sun. (Vancouver) 1912-1972 (microfilm)
 Telegraph Journal. (St. John, N.B.) 1962-1974 (microfilm)
 Toronto Daily Star. 1938-1974 (microfilm)
 Western Producer. 1951-1974 (microfilm)

Library Publications

Administration

Library Information Bulletin, Nos. 105-106
Library Staff Bulletin, Nos. 3-5 (For internal circulation only)
Report of the University Librarian, 1975-76

Humanities and Social Sciences

New Reference Books, Dec., 1974-June, 1975; Nov., 1975-Jan., 1976
(For internal circulation only)

Special Collections

News from the Rare Books Room, #15, June 1975
University of Alberta Theses (Two issues, Autumn, 1975 and Spring, 1976)

Orientation Material

How to find a book in the University of Alberta Library (folder)
Looking at the Library: A Guide to the Libraries of the University of Alberta. (16p.) Revised 1975.

External Circulation Statistics for the Entire Library

Comparative Statistics 1974-75 and 1975-76

| | 1974-75 | 1975-76 | Inc/Dec | % of 1975-76 Total |
|------------------------------|---------|-----------|---------|--------------------------|
| Cameron Library | | | | |
| Undergraduate (2nd floor) | 106,425 | 98,290 | - 7.6 | 9.76 |
| General Sciences (4th floor) | 89,356 | 94,232 | + 5.4 | 9.35 |
| Medical Sciences (5th floor) | 43,039 | 41,513 | - 3.5 | 4.13 |
| Undergraduate Reserve Room | 98,093 | 116,640 | +18.9 | 11.58 |
| Sub Total | 336,913 | 350,675 | + 4.1 | 34.82 |
| Education Library | | | | |
| Main Circulation | 134,535 | 144,689 | + 7.5 | 14.38 |
| Curriculum Laboratory | 89,386 | 106,623 | +19.3 | 10.58 |
| Reserve Room | 33,355 | 44,442 | +33.2 | 4.42 |
| Sub Total | 257,276 | 295,754 | +14.9 | 29.38 |
| Rutherford Library | | | | |
| Main Circulation | 277,600 | 289,580 | + 4.3 | 28.76 |
| Government Publications | 3,728 | 3,406 | - 8.6 | .34 |
| John W. Scott Library | 13,658 | 12,004 | -12.1 | 1.19 |
| Law Library | 7,382 | 9,856 | +33.5 | .98 |
| Mathematics Library | 6,572 | 6,231 | - 5.2 | .62 |
| Periodicals Reading Room | 20,801 | 27,889 | +34.1 | 2.77 |
| Physical Sciences Library | 11,200 | 11,005 | - 1.7 | 1.10 |
| Special Collections | 379 | 452 | +19.3 | .04 |
| Sub Total | 63,720 | 70,843 | +11.2 | 7.04 |
| TOTAL | 935,509 | 1,006,852 | + 7.6 | 100.00 |

Selected Statistics for the Years 1971/72 to 1975/76

| | 1971/72 | 1972/73 | 1973/74 | 1974/75 | 1975/76 |
|---|---------|---------|---------|-----------|-----------|
| Accessions: | | | | | |
| Books | 111,940 | 103,454 | 85,916 | 62,203 | 71,056 |
| Periodicals | 27,176 | 24,790 | 21,674 | 17,408 | 19,032 |
| Total: | 139,116 | 128,244 | 107,590 | 79,611 | 90,088 |
| Mono and Serial Titles Catalogued from Photos | 43,568 | 35,745 | 39,525 | 34,832 | 35,630 |
| Mono and Serial Titles Catalogued Without Photos | 30,244 | 19,611 | 15,526 | 14,749 | 20,309 |
| Total Titles Catalogued: | 73,812 | 55,356 | 55,051 | 49,581 | 55,939 |
| Additional Volumes | 10,720 | 10,673 | 8,879 | 7,097 | 7,950 |
| Volumes Processed by Added Copies | 35,582 | 25,932 | 27,760 | 15,054 | 19,106 |
| Total Volumes Processed: | 120,114 | 91,961 | 91,690 | 71,732 | 82,995 |
| Micromaterials Added, Total Items | 12,169 | 9,112 | 21,199 | 15,216 | 9,277 |
| Cards Processed | 765,179 | 666,595 | 782,843 | 1,019,656 | 1,173,015 |
| Cards Filed | 404,625 | 328,625 | 371,470 | 856,940 | 945,544 |

